



**Pimperne Primary School PTA meeting**  
**Monday 11<sup>th</sup> September 2023**  
**Meeting held at The Anvil Inn**

**Attendees:** Jonathan Bowell - **JB**, Emma Lane (Chair) - **EL**, Jenny Penny – **JP**, Emily Vernon – **EV**, Amanda Dallison (Treasurer) – **AD**, Linzi White (Secretary) – **LW**, Aimee Strongman – **AS**, Emma Del Gallo – **EDG**, Laura Edwards - **LE**

**Apologies:**, Sophie Tatham – **ST** Sarah Cloke – **SC**, Carole Brannigan – **CB**

**Review of previous minutes:**

- Previous minutes were reviewed and closed out
- **Post meeting note:** *It is requested that everyone has read the previous meeting minutes before the meeting and therefore can propose acceptance of the minutes and get a second on this and close the previous minutes.*

**Rolling minutes / actions to note:**

- **Action: Information, minutes and agendas to be added to Teams site - LW**
- **Action: Update calendar - LW**
- **Action: License renewal dates to be reviewed**
- **Action: keep donations list up to date**
- **Action: Job description for PTA roles**
- **Action: License renewals, insurance and Constitution update contacts to be saved on Teams**

**Previous minutes review:**

- Review of tuck shop dates
- No Roald Dahl day this year due to bingo
- Dates for diary – inc. move night – next event (after Bingo)
- **Movie night –**
  - Cartoon / Movie night -TBC - in school - not on 13th Oct - need to ask for volunteers - Emma
  - Amanda to do cupboard
  - Parentmail for tickets
  - Register for each room
  - Have to be sat on chairs
  - 2 movies that finish at the same time - **Friday 10th Nov**
  - Cartoon evening? Dress up / bring something they've made
- **Autumn 2**
  - 10th Nov

- GLITTER AND GLOW DISCO
- Aimee - glitter and gid paint
- KS1 / KS2
- Sponsorship - disco in Nov?
- Instead of movie night
- Kids disco
- Parents open mic night
- Cash bingo with open mic night
- Race night
- AD to speak to Mrs Mathlin -
- Ask on facebook
  
- **Autumn 2**
  - Non uniform day Christmas themed 01.12
  - 8.12 Christmas Fair
  
- **Spring 1**
  - Movie /Cartoon Night
  
- **Spring 2**
  - Easter Fair - firday before good Friday / end of term 22nd March
  - Adults evening - weekend before easter fair 15th
  
- Summer 1
- Summer 2
- Both TBC

- **BINGO**

- JB License and caller
- Village hall needs to be booked - AD to book? – *Post meeting note: holding in school hall*
- Arrive 6:45
- Eyes down at 7?
- Get in kitchen early

- Confirmation of next year's goal - outside classroom?

- UPDATE WEBSITE – action to be carried forward

***Propose EL***

***Second JB***

**New agenda –**

**BINGO / AGM**

- **Action:** Booking TBC AD for hall
- Should be able to get in 6:30pm
- AGM on same night - 7:30pm AGM Eyes down 7:45pm
- 22nd October deadline for finances and agenda
- Committee members – need 3 plus 3
- Prizes - we have just enough

- **Action:** License JB to apply for
- **Action:** Poster - Aimee - needs dates and times from Amanda - send to Jon to print and ST to laminate
- **Action:** Prize notification out 1 week before
- **Action:** Check alcohol and cupboard - AD
- **Action:** Volunteers needed to sell - bingo tickets
- **Action:** Check how many raffle ticket books and bingo books - in PTA cupboard - AD
- **Action:** Source dabbers to sell - AD to liaise with EV
- Sell snacks and soft drinks
- M&S snacks – offer on?
- Star prize - 1 or 2?

#### TUCK SHOP DATE REVIEW

#### IDEAS DISCUSSION

**Action:** Contact Mrs Stokoe for local businesses - survey - LW

**Action:** Update table of prizes and who we have

**Action:** Aimee - Parent Form –

- Donate
- Stall
- Sponsor
- Skills

**Action: (not assigned)** Update - website - gratitude page

**Note:** Stay and play - new intake – need to do more to promote the PTA

**Note:**

Could create a PTA Amazon wishlist – **Action: (not assigned)**

No class funds – so how else to get the teachers to advise what they need

Parents who can't contribute to PTA / volunteering may wish to donate

**Note:** What is our focus?

Can we confirm outdoor classroom?

Updated Development plan

**Action:** LW to Email Mrs Waller – re: plan for year

**Action:** Aimee? PTA Reps on board in reception

**Action:** Aimee - own PTA brand boards

**Action:** Emily - website update

**Action:** LW - PTA Dates into calendar and send to Claire

**Action:** Jackie Vacher to put up poster

MOVIE NIGHT / DISCO?

**Action:** Speak to Justin Grearson re: disco - LW

KS1 / 2 games and music

Decorations  
Disco ball

#### PTA DATES

- One before bingo
- One before disco
- One before Christmas fair

#### LICENSES AND INSURANCE

- Amanda - check licenses and insurance
- Parent Kind
- Film
- Gambling / small lottery
- Lottery license
- EASY FUNDRAISING - app on phone
- Top cashback fundraising

#### LOTTERY

- **Action:** Aimee - Lottery weekly - weekly announcement - £1 per line
- Weekly or monthly update
- 40% goes to a prize

#### AGM PREP

**Action:** Announce AGM date - our Chair will be stepping down - thanks to Emma 7 years service  
21 Days - agenda and finance on the facebook page and website  
To be emailed out

#### Agenda –

- Chair's address
- Treasurer's update
- Committee resign
- Elect new members
- AOB
- Close

#### Chair required

If chair not there then any member can chair in the meeting

Job description for each role to be sent out? **Action: (not assigned)**

#### AOB

**Action:** Emily to speak to Mrs Beamand re: football kit

Claire speak to Lucy and ask

Email - how many kits

Larger sizes than previous

Male / female - unisex

Mrs Waller's wishlist

**Action:** AD / LE check

SumUp is £80 and has SIM card with unlimited data

Purchase one then trial at next vent or do a 'bank' activity

**Action:** AD to order for bingo

Email out - look at blackboard

Claire puts into app

Pass on information

School to be happy

**Action:** Aimee - Welcome letter with slip to do an event

Do both - email and bookbag

Ask permission then discuss in next meeting

**AOB**

**For next agenda –**

- Email addresses of all to keep in touch
- Teams email / update
- Class reps - 2 and shout about them

**Meeting closed 21:51**

**Next meeting –** AGM 13<sup>th</sup> October – as part of Family Bingo